

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

**SmallPHAPlanUpdate
AnnualPlanforFiscalYear:2003**

**NM033V02
TUCUMCARI
HOUSING
AUTHORITY**

**PHA Plan
Agency Identification**

PHAName: City of Tucumcari **Public Housing Authority**

PHANumber: NM033

PHA Fiscal Year Beginning: (07/2003)

PHA Plan Contact Information:

Name: Robert Pacheco Executive Director

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Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☒ Main administrative office of the local, county or State government
- ☐ Public library
- ☐ PHA website
- ☒ Other: Wautonomah Resident Council Community Center

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

PHA Programs Administered :

- ☒ Public Housing and Section 8
- ☐ Section 8 Only
- ☐ Public Housing Only

AnnualPHAPlan

FiscalYear2001

[24CFRPart903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

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ii.ExecutiveSummary

[24CFRPart903.79(r)]

The Housing Authority has continued to focus on four major areas: Housing Management, CFP Grant Program, Maintenance, and Professional Development. The Housing Management Staff was successful with rent collection, keeping the vacancy rate low as in the past and maintaining the management standards. These efforts will continue as a high priority. The CFP Program will follow the Annual Plans submitted to HUD this year. The maintenance staff continues to be aggressive with work orders which result in high occupancy rates. We continue to work our programs in Drug Elimination, Resident Council initiatives, FSS Programs and Home Rehab. Our Section 8 Homeownership has not been implemented yet because a new FSS Coordinator was recently hired. Once training in this area is complete, we plan on leveraging dollars to expand the effectiveness of these programs, which will promote and create economic development to our community and our residents.

In "Attachment C", the 5-Year CFP plans appear to be duplicating the replacement of heating furnaces for each year. Our existing furnaces are over thirty years old. I plan to replace them over the next five years as needed.

1. Summary of Policy or Program Changes for the Upcoming Year

The Tucumcari housing authority modified its Admission and Continued Occupancy for Public Housing updating our Flat Rent policy and providing detail guidance on the "Abandonment" of a unit:

OLD FLAT RENT/CEILING RENTS

The Flat Rent

The Housing Authority of the City of Tucumcari has adopted Ceiling Rents which are equivalent to the flat rents. The amount of the flat rent will be reevaluated annually and adjustments applied. Affected families will be given a 30-day notice of any rent change. Adjustments are applied on the anniversary date for each affected family (for more information on flat rents, see Section 15.3).

The Tucumcari Housing Authority will post the flat rents at the Community Center and at the central office and are incorporated in this policy upon approval by the Board of Commissioners.

CEILING RENT

The Tucumcari Housing Authority has set a ceiling rent for each public housing unit. The amount of the ceiling rent will be reevaluated annually and the adjustments applied. Affected families will be given a 30-day notice of any rent change. Adjustments are applied on the anniversary date for each affected family.

The Tucumcari Housing Authority will post ceiling rents at the community center and central office and are incorporated in this policy upon approval by the Board of Commissioners.

NEW FLAT RENT POLICY

FAMILY CHOICE

Each family will be given the opportunity to choose the method of rent determination when they apply for admission or when they prepare for their annual review. Their choices are the income method or the flat rent method. The Housing Authority of the City of Tucson will keep records documenting specific offers to families of the dollar amount of flat rent under each option.

THE INCOME BASED METHOD

The amount the tenant pays is equal to the highest of:

- A. 10% of their monthly income;
- B. 30% of their adjusted monthly income; or

The family will be required to pay the greater of the total tenant rent or the minimum rent of the Housing Authority of the City of Tucson, but never more than the ceiling rent.

MINIMUM RENT

The Housing Authority of the City of Tucson has set the minimum rent at \$50.00. The family can request a hardship exemption and the Housing Authority of the City of Tucson will suspend the minimum rent for the family until the Housing Authority can evaluate the situation and decide if the hardship exists and if the hardship is long-term or temporary.

A. The following circumstances constitute a hardship:

1. If the family has lost their eligibility for or is waiting on eligibility determination for a Federal, State, or local assistance program;
2. If the family would be evicted because of the encumbrance of the minimum rent requirement;
3. If the family's income has been reduced due to a change in circumstances, including loss of employment;
4. If the family's expenses have increased due to a change in circumstances such as education, childcare, transportation, medical expenses, or similar situations.
5. If the family has experienced a death.

A. No hardship. If the Housing Authority determines that there was no hardship, the minimum rent will be in effect. In addition, the minimum rent for the time of the suspension will have to be paid.

B. Temporary Hardship. The Housing Authority could determine that there is a hardship but that it is temporary in nature. In that case, the minimum rent will be suspended for a period of 90 days from the date of that family's request. After that 90-day period, the minimum rent will be reinstated retroactively to the date of suspension. A repayment plan, as stated in Section 8.2.C of the Occupancy Plan, will be collected by the Housing Authority for the period of suspension. The Housing Authority will not evict the family during the suspension period due to nonpayment of rent owed during that period.

- C. Long-term hardship. The Housing Authority could determine that there is a long-term hardship and the family will be exempt from the minimum rent requirement until the hardship is over.
- D. Appeals. A grievance procedure may be used by the family to appeal the Housing Authority's determination in respect to the hardship. A escrow deposit will not be required in order to implement the grievance procedure.

FLAT RENT

The flat rent determination is equivalent to the PHA's Rent Reasonable Survey. The Housing Authority surveyed comparable units in the community using a point-based rent reasonableness comparability survey form to determine the market value of each unit and development. The Housing Authority uses this same form to survey each bedroom size unit in each of the public housing developments. The comparability "test" is then applied to determine the flat rent of each unit size. Consideration is given as to the size and type of the unit, neighborhood, services condition of unit and amenities. These rents reflect the reasonable market value of the unit, but are not less than 75% of monthly cost to operate family units.

The Housing Authority of the City of Tucumcari has established a flat rent for each size unit. The flat rent amount will be reconsidered each year and any adjustments will be applied. Families will be notified 30 days in advance of any rent change. Adjustments are made on the anniversary date for each family that is affected.

Flat rents are posted in the Office of the Housing Authority and are included in this policy as approved by the Board of Commissioners. Families who choose the flat rent must have their income reexamined every three years instead of the normal annual review. Families who choose the flat rent can ask to have a reexamination and return at any time to the income-based method or any of the following reasons:

1. The family's income has been reduced
2. The family's expenses have increased due to medical care, childcare, etc.
3. Circumstances for the family have changed creating a hardship and the formula method would be more financially beneficial

INCOME DEDUCTIONS

- A. \$480.00 for each dependent
- B. \$400.00 for any elderly family or disabled family.
- C. The sum of the following, to the extent the sum exceeds 3% of annual income:
1. Unreimbursed medical expenses of any elderly family or disabled family member; and
 2. Unreimbursed reasonable attendant care and auxiliary apparatus expenses for each member of the family who is a person with a disability, to the extent necessary to enable any member of the family (including the member with the disability) to be employed;
- D. Any reasonable childcare expense necessary to enable a member of the family to be employed or to further his or her education; and
- E. The amount of any earned income of a family member (other than the family head or spouse) who is not 18 years of age or older.
- F. Housing Authority of the City of Tucumcari does not adopt permissive (additional) deductions at this time.

LIMIT ON RENT INCREASE

The Housing Authority of the City of Tucumcari will not increase the annual rent of an eligible family as a result of increased income due to employment during the 12-month period beginning on the date on which the employment is commenced. This applies to public

housing families:

- A. Where income increases as a result of employment of a family member who was previously unemployed for one or more years. (Include someone who has earned no more than 10 hours per week for 50 weeks at minimum wage.)
- B. Whose employment income increases during the participation of a family member in any family Self-sufficiency or other job training; (persons currently enrolled in the present Family Self-sufficiency Program who have established Escrow Accounts will be encouraged to choose the Income Based Method of Rent which allows increases in earned income to be deposited into their Escrow Account).
- C. Who is or was, within 6 months, assisted under any state program for temporary assistance for needy families.

After 12 months, the rent will be increased, up to 50% of the new income, and in the third year the total increase in income will be counted in determining the rental payment.

CERTIFICATION ON RENT CHOICE

This is to Certify that the Family/Elderly (circle one) Household has been given the opportunity of choice of rent determination as defined in the Rent Determination Policy Adopted by Resolution No. 2002-12, on December 19, 2002 by the Board of Commissioners.

Income Based Rent: _____ (Insert Dollar Amount)

Flat Rent _____ (Insert Dollar Amount)

This Household has chosen (check one):

____ Income Based Rent

____ Flat Rent

Signed: _____
PHA Representative

Signed: _____
Resident

FLAT RENT

0-BR	\$206
1-BR	\$266
2-BR	\$358
3-BR	\$440
4-BR	\$542
5-BR	\$640

OLDABANDONMENTPOLICY

Abandonment

TheTucumcariHousingAuthority willconsideraunittobeabandonedwhenaresident hasbothfallen behindinrent **AND**hasclearlyindicatedbywordsoractionsanintentionnottocontinuelivinginthe unit.

Whenaunithasbeenabandoned,aTucumcariHousingAuthorityrepresentativemayentertheunitand removeanyabandonedproperty.Itwillbestoredinareasonablysecureplace.Anoticewillbemailedto theresidentstatingwherethepropertyisbeingstoredandwhenitwillbesold.IftheTucumcariHousing Authoritydoesnothaveanewaddressfortheresident,thennoticewill bemailedtotheunitaddresssoit canbeforwardedbythepostoffice.

Ifthetotalvalueofthepropertyisestimatedatlessthan **(\$5,000.00)**,theTucumcariHousingAuthority willmailanoticeofthesaleordispositiontotheresidentandthenwait **(thirty(30)daysbyStatelaw)** . Family pictures, keepsakes, and personal papers cannot be sold or disposed of until **(ninety (90) calendar days by State law)** days after the Tucumcari Housing Authority mails the notice of abandonment.

Iftheestimatedvalueofthepropertyismorethan **(\$5,000.00)**,theTucumcariHousingAuthoritywill mailanoticeofthesaleordispositiontotheresidentandthenwait **(Ninety(90)daysinaccordance withStatelaw)** daysbeforesaleordisposition.Personalpapers,family pictures,andkeepsakescanbe soldordisposedofatthesametimeasotherproperty.

Any money raised by the sale of the property goes to cover money owed by the family to the Tucumcari Housing Authority such as back rent and the cost of storing and selling the goods. If there is any money left over and the family's forwarding address is known the Tucumcari Housing Authority will mail it to the family. If the family's address is not known, the Tucumcari Housing Authority will keep it for the resident for one year. If it is not claimed within that time, it belongs to the Tucumcari Housing Authority.

Within **(thirty (30) days in accordance with State law)** days of learning of an abandonment, the Tucumcari Housing Authority will either return the deposit or provide a statement of why the deposit is being kept.

NEWABANDONMENTPOLICY

Unit Abandonment

TheTucumcariHousingAuthority willconsideraunittobeabandonedunderthefollowingcircumstances:

1. Household members must notify management if all members of the household intend to be absent from the site for more than 30 consecutive days.

2. If management does not receive notice from a household of an intended absence, management shall consider the household to have abandoned its unit if:

- (a) Management believes the unit has been unoccupied for more than 30 consecutive days; and
- (b) The household's rent is past due.

3. The Tucumcari Housing Authority will comply with § 47-8-34.1 NMSA, 1978, 1978 (1995 Repl. Pamp.) in disposing of any property left on the premises.

2. Capital Improvement Needs

[24 CFR Part 903.79(g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. ☒ Yes ☐ No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? **\$190,975**

C. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5 - Year Action Plan

The Capital Fund Program 5 - Year Action Plan is provided as **Attachment C**

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as **Attachment B**

3.D Demolition and Disposition

[24 CFR Part 903.79(h)]

Applicability: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) in the plan Fiscal Year? (If "No", skip to next component; if "yes", complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
5. Number of units affected:	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)	
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:	

4. Voucher Homeownership Program

[24CFR Part 903.79(k)]

- A. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24CFR part 982? (If "No", skip to next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

p

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- ☐ Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- ☒ Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below): The Housing Authority has contracted with a professional consultant to implement the Section 8 Homeownership program, home rehabilitation,

acquisition and other home ownership opportunities for the community. The program will initially be limited to families who have already been on our program for a _____ year and to no more than 5 percent of our total Section 8 program participants. If demand is greater then we will give priority to existing Family Self Sufficiency (FSS) program clients since we know they are already making the effort to become self sufficient. The target groups in the Section 8 Voucher will be families earning between 30% and 60% of the Quay County Median Income, determined by HUD. Under Section 8 Voucher Homeownership Program, the monthly Payment Standard (PS) determines the total amount available for home ownership expense. Included in the home ownership expense are: Principle and Interest, Mortgage Insurance, estimated Taxes, Homeowner Insurance and Utility Allowance. nt

5.SafetyandCrimePrevention:PHDEPPlan

[24CFRPart903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meetings specified requirements prior to receipt of PHDEP funds.

A. ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____

C. ☐ Yes ☒ No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. ☐ Yes ☐ No: The PHDEP Plan is attached at Attachment _____

6.OtherInformation

[24CFRPart 903.79(r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: Residents would like to have the apartments identified in the alley to enable emergency medical personnel to easily identify the unit.

3. In what manner did the PHA address those comments? (select all that apply)

☐ The PHA changed portions of the PHA Plan in response to comments. A list of these changes is included

☐ Yes ☐ No: below or

☐ Yes ☐ No: at the end of the RAB Comments in Attachment _____.

☐ Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in

☒ Other: The CFP 2003 was changed to include the recommendations.

B. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (Quay County)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☐ Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- ☐ Other: (list below)

3. PHA Request for support from the Consolidated Plan Agency

☐ Yes ☒ No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) The City of Tucumcari and the County work in concert to support any of the housing needs for our community. By passing policies that are conducive to "quality of life" for the residents of public housing and Section 8, the Housing Authority is able to address and serve the needs of families in Quay County.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

- **Goals** - Additions or deletions of Strategic Goals
- **Programs** - Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities

- **Capital Budget** - Change in use of replacement reserve funds.

B. Significant Amendment or Modification to the Annual Plan:

- **Policies** - Changes to rent or admissions policies or organization of the waiting list unless these changes are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant amendments by HUD.

Attachment -A

Supporting Documents Available for Review

PHAs are to indicate which documents are available for public review by placing a mark in the column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA. “Applicable & On Display”

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
N/A	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [T SAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers in Public Housing <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Schedule of flat rents offered each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any required policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99 -52 (HA).	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program (section 21.0 of the Section 8 Administrative Plan)	Annual Plan: Homeownership
N/A	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies Note: Agencies will not sign MOA in Tucumcari.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

AttachmentB

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1						:Summary
PHAName: Tucumcari Public Housing Authority		Grant Type and Number NM02 -P033501-00 Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2002	
<input type="checkbox"/> Original Annual Statement						<input type="checkbox"/> Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: December 21, 2002						<input type="checkbox"/> Final Performance and Evaluation Report
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non -CFP Funds					
2	1406 Operations	35,000		35,000	35,000	
3	1408 Management Improvements	5,000		1,937	1,937	
4	1410 Administration					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	14,000		5,094.29	5,094.29	
8	1440 Site Acquisition					
9	1450 Site Improvement	136,975		133,663.95	133,663.95	
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment — Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1498 Mod Used for Development					
19	1502 Contingency					
20	Amount of Annual Grant: (sum of lines 2 -19)	\$190,975		175,696.17	175,696.17	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Compliance					
23	Amount of line 20 Related to Security					
24	Amount of line 20 Related to Energy Conservation Measures					

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

[illegible]

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAName: Tucumcari Public Housing Authority		Grant Type and Number NM02P033501 -01 Capital Fund Program : Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant: 2003
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies Revised Annual Statement (revision no:					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds				
2	1406 Operations	94,646.92			
3	1408 Management Improvements	6,000			
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$4,516.12			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	51,966.96			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non dwelling Structures				
13	1475 Non dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 -19)	157,130			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

[illegible]

AnnualStatement/Performancean dEvaluationReport
CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)
PartIII:ImplementationSchedule

[illegible]

AttachmentC

CapitalFundProgramFive -YearActionPlan					
PartI:Summary					
PHAName TucumcariHousingAuthority				<input type="checkbox"/> Original5 -YearPlan <input checked="" type="checkbox"/> RevisionNo:01	
Development Number/Name/HA-Wide	Year1	WorkStatementforYear2 FFYGrant:2004 PHAFY:2005	WorkStatementforYear3 FFYGrant:2005 PHAFY:2006	WorkStatementforYear4 FFYGrant:2006 PHAFY:2007	WorkStatementforYear5 FFYGrant:20 07 PHAFY:2008
NM033					
		35,000	50,000	50,000	50,000
		5,000	5,000	5,000	5,000
		14,000	\$12,000	\$12,000	\$12,000
		136,975	\$123,975	\$123,975	\$123,975
		190,975	190,975	190,975	190,975

Capital Fund Program Five -Year Action Plan
Part II: Supporting Pages — Work Activities

Activities for Year 1	Activities for Year: 2 FFY Grant: 2004 PHAFY: 2005			Activities for Year: 3 FFY Grant: 2005 PHAFY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	NM033	Transfer to Operations	35,000	NM033	Transfer to Operations	37,000
	NM033	Professional Development/Training	5,000	NM033	Professional Dev/T raining	5,000
	NM033	Architect/Engineer	\$14,000	NM033	Architect/Engineer	\$12,000
	NM033	Replace furnaces (20)	30,000	NM033	Replace furnaces (20)	30,000
		Replace cabinets (40 units)	48,000	NM033	Replace cabinets (40 units) fence various sites.	48,000
		Fencing Site F	58,975		Fencing Site H	58,975
Total CFPE Estimated Cost			\$190,975			\$190,975

CapitalFundProgramFive -YearAction Plan PartII:SupportingPages —WorkActivities					
ActivitiesforYear: <u>4</u> FFYGrant:2006 PHAFY:2007			ActivitiesforYear: <u>5</u> FFYGrant:2007 PHAFY:2008		
Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number	MajorWorkCategories	EstimatedCost
NM033	TransfertoOperations	63,975	NM033	TransfertoOperations	50,000
NM033	ProfessionalDev/Training	5,000	NM033	ProfessionalDev/ Training	5,000
NM033	Architect/Engineer	\$12,000	NM033	Architect/Engineer	\$12,000
NM033	ReplaceFurnaces(40)	\$45,000	NM033	Replacefurnaces(7)	10,500
NM033	PurchaseMaintenanceVehicle(2)	50,000	NM033	Replacecabinets(10units)	12,000
	CarbonMonoxideDetectors	15,000		FencingSiteB	101,475
	Addresslabelsoutsideofunits	3,000			
TotalCFPEstimatedCost		\$190,975			\$190,975

AttachmentD

Resident Member on the PHA Governing Board

1. ☐ Yes ☒ No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

B. How was the resident board member selected: (select one)?

- ☐ Elected
☐ Appointed

C. The term of appointment is (include the date term expires):

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
☒ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
☒ Other: The PHA requested volunteers and had no response.

B. Date of next term expiration of a governing board member: The Housing Authority has a "City Commission" governing board and each year, coinciding with the Annual Plan, every resident is given an opportunity to serve on the governing board. In the event that a volunteer is found, one member of the city commission would step down during the board meeting to prevent a "deadlock" and keep the composition of the board at five members.

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): **Mayor Calvin Litchfield**

AttachmentE

Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

NAME	ORGANIZATION
George Madrid	President Wautonomah Resident Council
Ernest Murphy	Vice President
Vacant	Corresponding Secretary
Vacant	Reporting Secretary
Steve Chavez	Treasurer
Hignio Salas	Member at Large Wautonomah Resident Council

Wautonomah Resident Council
P.O. Box 1026
Tucumcari, NM 88401

505-461-4403
505-461-4893

AttachmentF

AttachmentF - Section8HomeownershipCapacityStatement

TheHousingAuthorityhasacontractwithaprofessionalconsultanttoimplementthe Section8Homeownershipprogram,homerehabilitation,acquisitionand otherhome ownershipopportunitiesforthecommunity.Theprogramwillinitiallybelimitedtofamilies whohavealreadybeenonourprogramforayearandwillbelimitedtonomorethan5 percentofourttotalSection8programparticipants.Ifdemand isgreaterthenwewillgive prioritytoexistingFamilySelfSufficiency(FSS)programclientssincewknowtheyare alreadymakingtheefforttobecomeseelfsufficient.ThetargetgroupsintheSection8 Voucherwillbefamiliesearningbetween30%and 60%oftheQuayCountyMedianIncome, determinedbyHUD.UnderSection8VoucherHomeownershipProgram,themonthly PaymentStandard(PS)determinesthetotalamountavailableforhomeownershipexpense. Includedinthehomeownershipexpenseare:Princi pleandInterest,MortgageInsurance, estimatedTaxes,HomeownerInsuranceandUtilityAllowance.